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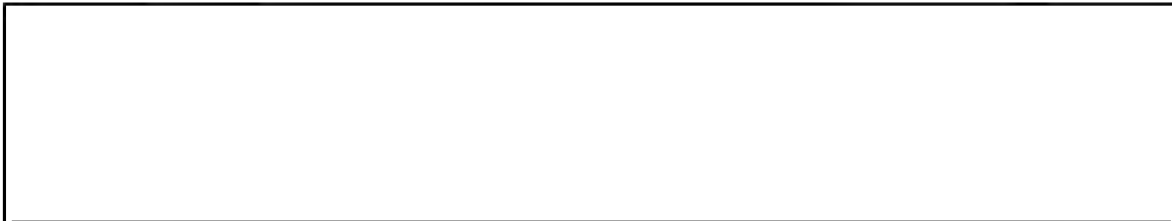
MINUTES

DD/S STAFF MEETING

Meeting minutes

1 October 1968 - 1030 Hours

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Mr. Bannerman introduced Mr. Goodwin's new Deputy to each of the Support Office Heads.

3. Recovery of Silver in Film Processing

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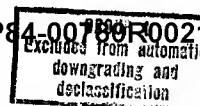
[redacted] presented a 15 minute briefing on the new efforts by the Printing Services Division to recover silver from solutions used in the printing plant. He noted that the price of silver has gone up since 1938 from \$.43 a troy ounce to \$2.18 an ounce now being paid by the Treasury. As the price of silver rose, PSD investigated silver recovery systems and has now invested \$2,200 in a program which started last Thursday to recover silver in solutions. The silver recovered is about 90% pure silver and it is estimated that 8,300 troy ounces, worth some \$18,000, can be recovered each year in PSD alone.

A government-wide program has now been started to recover silver from all solutions, including film. NPIC is a big source for recovery; it is now turning 50% of its solution material over to the Navy, which is all the Navy can handle. It is expected that NPIC will soon start its own recovery operation. Neither PSD nor NPIC are recovering silver from film, but it is hoped to recover 100% of this silver by February 1969. It was noted that the Navy administers a silver bank for the government, and that our recovered silver will go into a government pool against which we may then draw for Agency silver requirements.

4. Agency Awards

Mr. Coffey said that Colonel White has expressed his opinion that Agency awards are for Agency people, and should not be used for rewarding non-Agency personnel. Other means exist to recognize the achievements of non-Agency employees.

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5. Support Directorate Longevity Awards Ceremony

Mr. Coffey announced that a Support Directorate awards ceremony is tentatively scheduled for 1000 hours in the auditorium on 10 October if the date and time are convenient to the various Offices. There being no suggestions for other dates, Mr. Coffey said that a letter would be handed out to each Office Head requesting information on who among award recipients would be able to attend. Each Office was also asked to designate an action officer to work out the details [redacted]

[redacted]

7. Cafeteria

Mr. Bannerman estimated that the boycott of the cafeteria on 25 September had been about 50% effective. Agency management has initiated steps to put the cafeteria in order - cleanliness, adequate work force, etc. We are also taking a look at comparative prices in other cafeterias. Attention is also being paid to cafeterias in the Ames Building and NPIC.

8. Transition Act

Mr. Bannerman said that Colonel White had mentioned the Transition Act at the Executive Committee Meeting today. This calls for the appointment of Transition Officers to assure orderly transfer of activities to a new administration. A question arose as to specific items that should be brought to the attention of new heads of other agencies - i.e. State, Department of Defense, etc. Office Heads were asked to note any items concerning our relationships with other agencies which they think important in order that these items may be transmitted to Colonel White.

9. Around the Table

a. [redacted]

[redacted] is in the hospital with a severe ulcer condition and [redacted] has been appointed Acting Deputy Director of Communications. [redacted] will succeed as Acting Chief of Operations.

OC has reached the 30% level of its quota for contributions to the Combined Federal Campaign.

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b. [ ]

The annual recruitment schedule kicks off today.

Reports to the Office of Personnel on the Combined Federal Campaign indicate that the Agency has now reached 11.4% of its goal. This contrasts to 10.1% of last year's goal at the same period in the Campaign.

c. [ ]

Attended the third meeting held by ACDA at which it was proposed to consider the classification of compartmented systems information. The Agency's approach was that mechanisms already exist in NSAMS for handling this problem.

The Security Committee of USIB has approved an approach on the problem of hijacking of aircraft. Among its recommendations is one that no ARFCOS material be placed on commercial flights.

The security of automated data processes has been of concern, and the Security Committee has recommended the examination of problems in this area as they arise. Mr. Bannerman passed a post

d. Dr. Tietjen:

OMS is planning flu shots to some [ ] Agency people. There is no evidence that the Asian flu has hit here as yet.

e. Mr. Richardson:

A group convened [ ] last week to review ops courses, and it was decided that greater emphasis should be placed on agent recruiting and escape and evasion.

OTR has completed its tradecraft training of five Air Force personnel.

A \$10 parking fee has been added at Arlington Towers.

Project USEFUL was a fine success. The DCI's wind-up was excellent. In this connection, the senior instructor for Project USEFUL has raised the question of a similar course for senior officers of State, AID, etc. Mr. Bannerman's comment was that we should consider this.

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f. Mr. Bush:

Has started interviews with possible retirees; indications are that not many will be interested.

g. Mr. Meloon:

[Redacted]

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Has signed-off on a recommendation for a \$5,000 award for certain employees [Redacted]

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h. Mr. Coffey:

Stressed that Support Offices must get requests for retirement extensions in on time. The DCI wants cases nine months prior to the retirement date in order that he may make an early decision. Mr. Bannerman commented that machines may slip up in the preparation of letters, etc. but that Office Heads know their people who are about to retire and are responsible for keeping on top of each individual case. He also asked that Office Heads make clear, concise recommendations as to the disposition of each retirement extension request.

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i. [Redacted]

The Agency FY 1970 budget request has been approved by the DCI and forwarded to the Bureau of the Budget.

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j. [Redacted]

Commented that he greatly appreciated the opportunity to sit in on the Staff Meeting.

10. The meeting adjourned at 1125 hours.

[Redacted]

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Special Assistant to the  
Deputy Director for Support

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